

MONTANA CHEMICAL DEPENDENCY CENTER POLICY AND PROCEDURE MANUAL

Policy Subject: Medical Requests, Emergencies, X-rays, Surgical Needs	
Policy Number: MNP 10	Standards/Statutes: ARM 37.27.130
Effective Date: 01/01/02	Page 1 of 2

PURPOSE:

To provide a means of responding to the medical needs of the patients during their treatment stay at MCDC.

POLICY:

MCDC has nursing staff in house and a physician on call 24 hours a day to be available to respond to emergencies and to assess non-emergency situations as they arise.

I. PROCEDURE FOR EMERGENCY SITUATIONS:

A. In the event of an emergency, the first staff at the scene will call for medical back up. All MCDC personnel will respond to a medical emergency. Medical and nursing staff is CPR certified.

B. Nursing/medical staff provides first-aid services as the need presents itself. If the injury, accident, or illness is beyond the scope of what can be treated at MCDC, the patient will be transported to St. James Community Hospital, an acute care medical facility. Depending on the seriousness of the injury/illness, the patient is transported to the hospital by A-1 Ambulance in accordance to policy or by MCDC transportation staff.

C. There are no surgical procedures performed at MCDC. Any surgical or potential surgical need must be referred to St. James Hospital.

II. There are no x-ray capabilities at MCDC, so if a patient requires an x-ray the

1. Butte Radiology or St. James Hospital provides service. If a patient requires an electrocardiogram (EKG), St. James Hospital provides this service.

III. ROUTINE MEDICAL REQUESTS:

D. Readily accessible on each primary treatment floor are forms entitled "Medical Request Forms". During the admission process, the nursing staff explains to the patient how to access medical services as needed during their stay.

E. For a non-emergency medical concern, the patient is instructed to complete a Medical Request Form and place the form in the box labeled "MEDICAL REQUESTS". One of these boxes is located at the nursing station on each primary treatment floor.

F. At routine medication times throughout the day, the medication nurse picks up any completed medical request forms and brings them to the charge nurse.

G. The charge nurse reviews the medical request forms daily. The nurse prioritizes and responds to the requests in a timely manner. Depending on the request, the charge nurse may independently respond to the medical request, or the nurse may consult with the physician for an appropriate response and/or treatment. If either the nurse or the doctor sees the patient, the assessment and any treatment plan are documented on the progress note.

H. Any correspondence to the patient that is written on the bottom of the medical request form, i.e. the time of a dental appointment, is signed and dated by the nurse. The original medical request form is filed into the patient's chart, and the medication nurse returns the copy to the patient at the routine medication times.

Revisions:

Prepared By: Colleen Todorovich, RN	Nursing Supervisor	07-08-01
Title		Date

Approved By: David J. Peshek, Administrator 01/01/02
Date